

**CRITERIA TO BE ADDRESSED IN SUBMITTING REQUESTS  
TO WAIVE A HESFA PENALTY**

1. State operating appropriation for FY 2010 per FTE student for academic year 2009-10 compared to the state operating appropriation for FY 2011 per FTE student for academic year 2009-10.
2. Mandatory costs that have increased at a rate that exceeds the increase in the CPI, including but not limited to increased costs incurred in connection with the implementation of new mandates or legal requirements.
3. Historical trends in the institution's operating appropriations, tuition policy and other financial issues and relationships.
4. Costs related to your institution's mission that require growth in revenues in excess of the increase in the CPI.
5. Costs related to other initiatives designed to meet specific needs of the State of Missouri that require growth in revenues in excess of the increase in the CPI.
6. The current and/or historical structure of the institution's total budget, including the institution's allocations for faculty and non-faculty salaries, institutional financial aid, student support, research, physical plant maintenance and other operational activities.
7. Damage, destruction, or deterioration of facilities, infrastructure, property or other physical assets of an institution for which there are insufficient funds from state appropriations or insurance proceeds to repair or replace.
8. Actions your institution has taken to reduce costs and become more operationally and financially efficient. Examples may include, but are not limited to, any elimination or restructuring of academic programs or reduction in administrative structure or staff.
9. Any other extraordinary circumstances.
10. Public comments about the material posted on the MDHE website pertaining to the institution's waiver request.